



BOARD OF TRUSTEES
Minutes of the Regular Meeting
August 19, 2021

I. CALL TO ORDER.

The regular meeting of the Des Plaines Public Library Board of Trustees was held by electronic remote participation on Thursday, August 19, 2021. President Gregory Sarlo called the meeting to order at 7:01 p.m.

President Gregory Sarlo stated that as Board President he determined that it was not practical or prudent to schedule an in-person meeting due to the Covid-19 pandemic. Therefore, the meeting would be held virtually and in accordance with state statute.

II. ROLL CALL.

Roll call indicated the following board members were present: Kristen Graack, Christine Halblander, Denise Hudec, Bruce Lester, Gregory Sarlo.

Absent: Nicholas Harkovich, Michelle Shimon-Hutchison, Vincent Rangel.

Also present: Jo Bonell, Michelle Meyer-Edley, Heather Imhoff, Laurie Papadourakis, Stephanie Spetter, Joanie Sebastian, John Leach, Donnita Tony.

III. CONSIDERATION OF THE AGENDA.

MOTION by Bruce Lester, seconded by Kristen Graack, to approve the agenda as presented. ROLL CALL VOTE: AYES: Graack, Halblander, Hudec, Lester, Sarlo. NAYS: None. MOTION CARRIED.

IV. PUBLIC COMMENTS AND QUESTIONS.

No public comments or questions.

V. CONSENT AGENDA.

MOTION by Bruce Lester, seconded by Christine Halblander, to approve the Consent Agenda, as presented. ROLL CALL VOTE: AYES: Graack, Halblander, Hudec, Lester, Sarlo, NAYS: None. MOTION CARRIED.

Trustee Michelle Shimon-Hutchison entered the meeting at 7:09 p.m.

VI. NEW BUSINESS.

- A. Approve Payment of Vendor Checks Report and ACH Payments - \$448,783.72 [Action Item]

MOTION by Kristen Graack, seconded by Denise Hudec, to approve payment of vendor checks and ACH Payments in the amount of \$448,783.72, as listed on the vendor checks report of July 2021 and authorize Library Director Jo Bonell to transfer the amount required to the library's operating account. ROLL CALL VOTE: AYES: Graack, Halblander, Hudec, Lester, Shimon-Hutchison, Sarlo. NAYS: None. MOTION CARRIED.

- B. Approve Payment to Lyngsoe Systems - \$50,286.25. [Action Item]

MOTION by Kristen Graack, seconded by Christine Halblander, to approve payment to Lyngsoe Systems in the amount of \$50,286.25, which is 35% of the total cost of the new sorter. ROLL CALL VOTE: AYES: Graack, Halblander, Hudec, Lester, Shimon-Hutchison, Sarlo. NAYS: None. MOTION CARRIED.

- C. Report Out Management Committee – Denise Hudec. [Action Item]

Chair Denise Hudec reported that the Management Committee reviewed and approved one new job description, Security Services Manager and that this job description was added to the Salary Classification Schedule. The Committee asks for board approval for the new job description and revised Salary Classification Schedule.

MOTION by Committee, to approve the new job description, Security Services Manager and to approve the revised Salary Classification Schedule. ROLL CALL VOTE: AYES: Graack, Halblander, Hudec, Lester, Shimon-Hutchison, Sarlo. NAYS: None. MOTION CARRIED.

Trustee Vincent Rangel entered the meeting at 7:12 pm.

D. Report Out Finance Committee – Kristen Graack. [Action Item]

Chair Kristen Graack noted that in the 2022 draft budget there was an increase to Capital Projects due to the aging of the building and the increased need for replacements and repairs.

Library Director Jo Bonell stated that the draft budget included a \$300,000 increase in the levy, which will cost the median Des Plaines household an additional \$13.00 per year, depending on the outcome of the 2020 census.

Chair Kristen Graack stated the Finance Committee supports this budget, including increasing the levy 5%. The Levy has not been raised in over 11 years, except for a 1% raise in 2018.

Trustee Nickolas Harkovich entered the meeting at 7:19 pm.

President Gregory Sarlo thanked everyone for their hard work on the preparation and review of the 2022 Draft Library Budget

Trustee Kristen Graack thanked library staff and the Finance Committee for their hard work during this budget process. She also thanked the Friends of the Library for the revenue they provide the library, as well as their continued partnership and support.

MOTION by Committee, to approve the 2022 Draft Library Budget, as presented.
ROLL CALL VOTE: AYES: Graack, Halblander, Harkovich, Hudec, Lester, Rangel, Shimon-Hutchison, Sarlo. NAYS: None. MOTION CARRIED.

VII. ANNOUNCEMENTS.

Library Director Bonell announced that the library was awarded a Per Capita Grant in the amount of \$86,086.90.

VIII. CORRESPONDENCE.

No correspondence.

IX. OTHER.

None.

- X. Executive Session-To Discuss
A. Imminent or Probable Litigation.

MOTION by Kristen Graack, seconded by Bruce Lester, to enter into Executive Session at 7:28 p.m. to discuss Imminent or Probable Litigation. ROLL CALL VOTE: AYES: Graack, Halblander, Harkovich, Hudec, Lester, Rangel, Shimon-Hutchison, Sarlo. NAYS: None. MOTION CARRIED.

The regular session reconvened at 7:33 p.m. and was called to order by President Gregory Sarlo.

- XI. Executive Session Action-To Discuss
A. Imminent or Probable Litigation.

No action taken.

XII. ADJOURNMENT

MOTION by Bruce Lester, seconded by Vincent Rangel, to adjourn the regular meeting. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

Meeting adjourned at 7:36 p.m.

Minutes prepared by Jo Bonell.